SECRET

NATIONAL SECURITY AGENCY
FORT GEORGE G. MEADE, MARYLAND 20755

Serial: COINS/164
17 December 1968

MEMORANDUM FOR THE COINS SUB-SYSTEM MANAGERS

SUBJECT: Proposed Standard for Soviet Personal Names in
the COINS Experiment

   1.   Attached as Inclosure 1 is a proposed standard for
Soviet Personal names in the COINS Experiment which I would
propose to have incorporated in the following Soviet biographic
files in the COINS Experiment by 30 April 1969. The intent
of this proposal is to bring about some degree of commonality
in this critical area in the shortest period time possible.
Request your comments on this proposal by 20 January 1969.

CIA   SOVELITE

DIA   CIBIA
BIOGA

NSA

   2.   Currently users operating from remote terminals
throughout the COINS network must use different terms when
interrogating Soviet personal names (i.e., first name, patronymic
and surname) appearing in different Soviet biographic files
currently available in the COINS Experiment.

      a.   Chart I attached as Inclosure 2 illustrates the
extent and seriousness of the situation as well as significant
differences in the length and structure of these data elements.
There are also differences in the conventions used for recording
personal names.

      b.   As illustrated in Chart I a user operating from a
remote terminal at the State Department would have to learn
and select the appropriate one of four different terms
(depending upon which file was being interrogated) in order
to interrogate a Soviet surname in the COINS Experiment.

NSA review completed

3. The lack of standards will inhibit some individuals from using COINS. It will also make it very difficult to merge and dedupe Soviet personal names derived from interrogating several Soviet biographic files.

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COINS Project Manager

cc: Major General (Ret) Robert Taylor
    Chairman of IHC

Incls:
 a/s

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PROPOSED DATA STANDARD FOR THE
COINS EXPERIMENT

DATA ELEMENT CHAIN: Soviet Personal Names

SCOPE: 1.   This data chain is for recording Soviet personal names
or initials in all files in the COINS Experiment where
required.

2.   The data elements which make up this data chain have been
divided into two categories, namely:

a.   Minimum required data elements for COINS Experiment.

b.   Optional data elements

DATA ELEMENT	CODE	NUMBER OF	ADJUSTMENT
REQUIRED:			
1. First name or initial	FINA	25 12	Left
2. Patronymic of initial	PATR	25 16	Left
3. Surname	SURN	25 15	Left
OPTIONAL:			
4. Nicknames			
5. Diminutives			
6. Alias first name			
7. Alias patronymic			
8. Alias surname			

RECORDING CONVENTIONS: The following conventions will be used for
recording Soviet personal names.

a.   Each part of a name (i.e., first, patronymic and last name) will be
fielded separately thus permitting a search to be conducted on each part of
a name or some significant portion of each part (e.g., first names beginning
with YUR... or last names beginning with ANI..., etc.).

b.   Soviet personal names contained in COINS files will not be intentionally
truncated or abbreviated.

c.   Hyphenated names will be separated with a hyphen, with no spaces either
side of the hyphen (e.g., the surname PETRYANOV-SOKOLOV).

d. Russian names in the files and interrogations will be recorded either singular, masculine or feminine nouns in the nominative case.

e. Soft signs (b) will be included when recording Russian names in the files and interrogations.

f. Soviet personal names may be recorded using either the BGN or NSA transliteration system but only one system will be used within a file, not a mixture. The individual submitting an interrogation must use the transliteration system used in the file.

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CHART I

DATA ELEMENT / SPONSOR FILE	CIA		DIA		NSA	
	SOVELITE	CIBIA	BIOGA		SMP	FPP
Soviet First Name	(1) GNAME(?12)	FSNAM(27)	(1) GNAM(75)		NAMF(15)	NAMF(12)
Soviet Patronymic	PNAME(?16?)	MDNAM(28)			NAMP(2)	NAMP(15)
Soviet Surname	NAME(?15?)	SRNAM(27)			NAML(26)	NAML(20)

(1) The same term (i.e., GNAME) is used in both CIA/SOVELITE and DIA/BIOGA but for different purposes.